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University Council Meeting, December 12, 1962

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MINUTES OF THE UNIVERSITY COUNCIL

(Not Approved by the Council)

Date: December 12, 1962

No. 8

Members Present

Robert Bone
Arley Gillett
Hal Gilmore
Barbara Hall
DeVerne Dalluge
Warren Harden
Arlan Helgeson
Eric Johnson

Arthur Larsen
Lewis Legg
Willard McCarthy
Frank Philpot
Donald Prince
Elizabeth Russell
Charles White

Visitors

Benjamin Hubbard

APPROVAL OF MINUTES

The minutes of the November 14 meeting of the University Council were accepted as distributed to the faculty.

COMMITTEE ON COMMITTEES

A motion was made by Mr. Legg and seconded by Mr. McCarthy that the names of six faculty members as suggested by the executive committee be submitted to President Bone for his selection of two members to serve three-year terms on the Committee on Committees. The motion carried. Miss Nina Gray and Mr. Lyle Young were selected by the President to serve on the committee.

It was moved by Dean Larsen and seconded by Mr. Gillett that Mr. Gilmore be elected by a unanimous ballot to serve as the University Council representative on the Committee on Committees for a one-year term. The motion carried.

UNIVERSITY CALENDAR FOR 1964-1965

The proposed calendar for 1964-1965, including the 1965 summer session, was presented and explained by Dean Larsen. It was moved by Mr. Philpot and seconded by Miss Hall that the proposed calendar be presented to the faculty for their approval at the January faculty meeting. The motion carried. A copy of the proposed calendar is attached to the minutes.

VENDING MACHINES

Mr. Johnson reported for the Ad Hoc Board that was appointed by the authority of the University Council on September 19, 1962, to study the problems associated with vending machines on the campus. The study was prompted as a result of questions of cost and budgeting policies which had been raised by the state auditors and the Governing Board. Mr. Johnson indicated that the Ad Hoc Board had enlisted the help of the Lounge Committee, the Student Deans, the Housing Directors, and other key personnel in formulating the recommendations which are listed below.

The Board has the following recommendations to make with reference to placement, installation, and financial management of all vending machines located on University property:

1. That it shall be the policy of the University that all vending machines not owned by the University be placed on the basis of specification, competitive bidding, and contract. It is the judgment of the committee that this will result in improved financial returns and controls as well as improvements in the appearance and quality of installations.
2. The decisions related to the placement of the vending machines, other than those located in Bond Revenue projects, will be made through the Office of the President or his designated administrative official.
3. That all vending machine income shall be placed in a single trust account after first installation charges have been deducted from gross income, with the exception of that income derived from all machines placed in Bond Revenue projects. In the case of these latter installations, the Business Manager has responsibility, after conferring with the President, for determining what income is subject to allocation as indicated by Revenue Bond Indentures.
4. That a Vending Machine Revenue Control Board be established to disburse these funds and that the Control Board be composed of academic and non-academic personnel, and students.
5. That certain existing conditions be brought to the attention of the Control Board as it establishes policies and procedures to be followed in disbursing funds. Among these conditions are the following:
 - a. Recognized student organizations of a social and recreational nature have been developed in the residence halls. The activities of these organizations have been financed in part by income from vending machines and this situation should continue to exist.
 - b. Income from vending machines located in the laboratory schools, where all or nearly all of the funds received are from students of those schools, should be returned in full to the proper organizations in those schools.
 - c. The University Lounge Committee has continuing financial requirements in carrying out its responsibilities for lounges located in buildings other than Bond Revenue. These requirements include some responsibility for the purchase, repair and cleaning of equipment.
6. That any excess revenue coming under the jurisdiction of the Vending Machine Revenue Control Board may be disbursed by either a loan or gift to any appropriate University-related organization concerned with scholarships.

A motion was made by Mr. White that the recommendations of the Ad Hoc Board be adopted. The motion was seconded by Mr. Helgeson. In the discussion that followed it was pointed out that in 5.b. it was recommended that all income from vending machines in the laboratory schools should be returned to the laboratory schools. Mr. Larsen moved that this section be amended in such a way, that should it become necessary, part of this income could be used for expenses that might be involved with installation, maintenance, and similar expenses. Mr. Harden seconded the motion. The original motion carried. The motion to amend section 5.b. passed.

HOVEY HALL LOUNGE

Problems involved in operating the lounge in Hovey Hall were presented by Mr. Johnson. Since it is not possible to operate the lounges at a loss, and since we will soon have the problem of maintaining lounges on the West Campus, the group felt that some action should be taken with respect to the immediate problem, and to provide for future plans. Following a discussion of the problem Mr. Johnson made the following motion: Because of extenuating circumstances existing in the operation of the lounges, the lounge in Hovey Hall and the lounge in Fairchild Hall should be converted to vending machine operation as soon as possible. The motion was seconded by Mr. Gilmore. The motion carried.

TEACHER LOAD STUDY

Mr. Hubbard gave a progress report for the committee studying teacher load on our campus. The report outlined the procedures that the group had followed in making their study. The report also indicated that many of the recommendations of the previous Faculty Load Committee had been carried out. The committee report, as well as the discussion which followed, indicated the many complexities that enter into the determination of a true picture of the faculty work load. Following the discussion the group asked the committee to bring to the University Council a proposed procedure to follow in making recommendations for evaluating the responsibilities of faculty members and in determining the true picture of the teacher work load on our campus.

RE-NAMING THE INDUSTRIAL ARTS AND UNIVERSITY HIGH SCHOOL BUILDINGS

President Bone indicated that when the Industrial Arts department and the University High School moved out of their present buildings, the buildings should be re-named. The Committee of Nine on Long Term Planning, with the approval of the President, have suggested that the buildings be named in honor of Richard Edwards, President of Illinois State Normal University from 1862 to 1876, and Samuel Moulton, a Teachers College Board Member for twenty-four years, and President of the Teachers College Board, 1857-1865 and 1867-1876. By consensus the University Council approved the naming of these buildings in honor of President Edwards and Mr. Moulton. A resume of some of the outstanding activities of President Edwards and Mr. Moulton is given on the attached sheet.

The meeting adjourned at 9:20 p.m.

Elizabeth Russell, Chairman

DeVerne Dalluge, Secretary